

POLICY OF THE CITY OF LOWELL POLICE DEPARTMENT REGARDING ISSUANCE OF LICENSES TO CARRY FIREARMS

All applications for a license to carry a firearm (“LTC”) in Lowell will be reviewed on an individual basis. An LTC may be issued from one of three categories: an LTC restricted to sporting or hunting; an LTC for occupational purposes; and an unrestricted LTC. No form of LTC shall be issued to an individual who is a prohibited person pursuant to M.G.L. ch. 140 § 131(d)(i)-(x).

All applicants for an LTC will be interviewed. All applicants must contact the Lowell Police Department, Firearms/Licensing Bureau (978-674-1879) between the hours of 8:00 a.m.–3:00 p.m. to schedule an interview.

Application Requirements

ALL forms of LTC

1. All applicants must be at least 21 years of age, a resident of the City of Lowell, and a citizen or Permanent Resident Alien.
2. All applicants for an LTC must successfully complete, with certification, a Massachusetts State Police-approved Firearms Safety Course that includes a live fire component (or a Massachusetts State Police-approved Firearms Safety Course and a live fire training course). Check at your local gun club or www.goal.org or www.nrainstructors.org to find a certified training program.
3. There is a \$100 application fee for a Firearm ID (FID) or a LTC. Only Money Orders or Personal Checks are accepted as payment; NO cash or credits are accepted, and all fees are non-refundable. Fees may be waived for applicants over the age of 70. All payments are due at the time of your interview.
4. Please bring to the interview: (1) a completed application form (obtainable from the Lowell Police Department); (2) a copy of your Birth Certificate (if you are a citizen by birth), a U.S. passport, Naturalization Papers, or Permanent Resident Card, whichever is applicable; (3) copies of the certificates you have received from applicable training course(s); (4) if you are applying for an LTC for occupational purposes or an unrestricted LTC, bring all other applicable documentation, as provided below.
5. Following the interview, the licensing authority of the Lowell Police Department reviews the application and a thorough criminal background investigation is conducted. Applicants will be notified by mail once the application process is completed. The process from interview to notification takes approximately three months.

LTC for Occupational Purposes

6. Applicants for an LTC for occupational purposes must, in addition to completing the Massachusetts State Police-approved Firearms Safety Course/live fire training referenced in (2), satisfactorily demonstrate that they have training or experience that satisfies the key components of courses focused on concealed carry of a firearm in public places. For example, such components include, but are not limited to: de-escalation of violence techniques; the lawful use of deadly force; responsibilities associated with carrying a concealed weapon; and concealed carry techniques. Applicants may satisfy this condition by submitting evidence of such training or experience or by successful completion of one of the following training courses: *Safe Carry Firearms Course* (MA MTC-024) (see <http://safecarrytraining.com/classes/>, offered in Tyngsboro, MA); *NRA Basics of Personal Protection Outside the Home (Level 1)* or *NRA Defensive Pistol* (see www.nrainstructors.org); *SIG Arms Concealed Carry Pistol Course* (LTC-012) (<https://www.sigsaueracademy.com/productdisplay/conceal-carry-pistol>); *GOAL The Art of Concealed Carry in Massachusetts* (see http://goal.org/training/art_of_concealed_carry.html); *Mass Firearms School Concealed Carry I* (see <http://www.massfirearmsschool.com/>).
7. Applicants for an LTC for occupational purposes must further furnish to the Lowell Police Department a signed letter from the applicant's employer identifying in detail the nature of the business and the reason(s) for requiring such an LTC.

Unrestricted LTC

Applications for an unrestricted LTC will only be granted in limited circumstances.

8. Applicants for an unrestricted LTC must, in addition to completing the Massachusetts State Police-approved Firearms Safety Course/live fire training referenced in (2), satisfactorily demonstrate that they have training or experience that satisfies the key components of courses focused on concealed carry of a firearm in public places. For example, such components include but are not limited to: de-escalation of violence techniques; the lawful use of deadly force; responsibilities associated with carrying a concealed weapon; and concealed carry techniques. Applicants may satisfy this condition by submitting evidence of such training or experience, or by successful completion of one of the following training courses: *Safe Carry Firearms Course* (MA MTC-024) (see <http://safecarrytraining.com/classes/>, offered in Tyngsboro, MA); *NRA Basics of Personal Protection Outside the Home (Level 1)* or *NRA Defensive Pistol* (see www.nrainstructors.org); *SIG Arms Concealed Carry Pistol Course* (LTC-012); *GOAL The Art of Concealed Carry in Massachusetts* (see http://goal.org/training/art_of_concealed_carry.html); *Mass Firearms School Concealed Carry I* (see <http://www.massfirearmsschool.com/>).
9. Applicants for an unrestricted LTC must further submit a written supplement providing specific reasons that the applicant believes support granting the unrestricted access. The written supplement should identify the applicant's proper purpose in seeking an unrestricted LTC.

10. Applicants for an unrestricted LTC should also provide any additional documentation they may have that will assist the Superintendent in making a determination that issuance of an unrestricted LTC to the applicant will not pose a threat to public safety. Applicants are encouraged to submit as much such documentation as possible. Examples of such documentation include, but are not limited to:¹

- Current or prior service in the military;
- Current or prior service in law enforcement;
- Prior receipt of an unrestricted LTC from another community or state, with no record of any violation of any term or condition of the LTC;
- Prior receipt of a restricted LTC from Lowell or from another community or state, with no record of any violation of any term or condition of the LTC (the receipt of such from Lowell will carry greater weight than the receipt of such license from elsewhere);
- Prior receipt of an Firearms Identification Card (FID) from Lowell or from another community or state, with no record of any violation of any term or condition of the FID (the receipt of such from Lowell will carry greater weight than the receipt of such license from elsewhere);
- Prior receipt of a hunter safety training and/or experience hunting;
- Signed letters of recommendation that show the applicant's good character and emotional stability. Such letters of recommendation should indicate that the applicant is not subject to excessive drinking habits, substance abuse, or violent behavior. Letters of reference may, but need not, be from the references listed on the applicant's application. Letters from an applicant's relatives are not acceptable. Each letter of reference must be on 8.5" x 11" paper and be signed, dated, and show the reference's name, address and telephone number. The Superintendent of the Lowell Police Department, or his or her designee, reserves the right to contact each reference.

A particularly strong application with regard to (9) will result in a lesser need to provide documentation with regard to (10), and vice versa. Failure to produce satisfactory documentation in accordance with (9) and (10) may result in the denial of an unrestricted LTC.

The above criteria are intended to provide LTC applicants with a reasoned expectation of the likelihood of obtaining an LTC. Where an LTC is denied, or where an applicant applies for an unrestricted LTC and is issued a restricted LTC, reasons for such decision shall be provided to the applicant. In all instances, the Superintendent of the Lowell Police Department, or his or her designee, reserves the right to exercise his or her discretion and deny an application for an LTC, or to issue a restricted or unrestricted LTC, in accordance with Massachusetts law.

¹ The below list is offered for exemplary purposes only. The City makes no representation that the examples provided would be weighed equally; nor does the City represent that production of any of the below documentation is in itself sufficient to result in the issuance of an unrestricted LTC.